

FREMONT BOARD OF SELECTMEN**12 JANUARY 2006****APPROVED 01/19/2006**

At 6:10 pm Cordes called the meeting to order. Present were Selectmen Gene Cordes, Peter Bolduc, and Donald Gates Jr; and Town Administrator Heidi Carlson.

Selectmen read through the agenda and minutes.

OLD BUSINESS

1. The Selectmen discussed the Town Clerk's budget.
2. Selectmen reviewed the minutes for 05 January 2006. Motion was made by Bolduc and seconded by Gates to approve them as written. The vote was approved 3-0.
3. Selectmen discussed the combination of the fire and rescue in response to the memorandum sent out last week. The Fire Chief had asked for some clarification that the Board will discuss when he comes in to the meeting later this evening.

NEW BUSINESS

1. Selectmen reviewed and approved the following manifests: accounts payable manifest for 12/30/2005 \$19,967.39; payroll manifest for 01/12/2006 \$14,464.90; and the accounts payable manifest for 01/12/2006 \$8,206.29.
2. Selectmen received a resignation letter from Peter Gibb from the Planning Board. This letter was accepted with regret and the Board signed a returned thank you letter to him.
3. Selectmen signed a memorandum regarding monthly meetings to Neal Janvrin, Richard Heselton, and Kyle Murdock; and a response letter to Brett Hunter regarding the Rescue Squad Points Plan system and accounting.
4. The Bond hearing for the Open Space proposal of \$1,000,000 will be held at 8:00 pm on Thursday February 16, 2006 with a snow date of Thursday February 23, 2006 at 8:00 pm.
5. The Public Budget hearing will be held at 7:30 pm on Tuesday February 7, 2006. The Committee will convene at 7:00 pm to review any petition articles submitted. The hearing will be recessed to 7:30 pm on Thursday February 9, 2006 for consideration of school petition articles and to sign final budget forms. Due to a notification from the SAU which came on Tuesday, the school portion will have to be recessed again due to their changed date for petition articles.
6. The Conservation Commission is applying for a Recreational Trails Program in 2006 for the Oak Ridge Loop Trail. The Selectmen reviewed a letter of support as well as one authorizing the Town to apply and indicate who will sign forms, etc. Bolduc moved to authorize the grant application and sign both letters. Gates seconded and the vote was unanimously approved 3-0.
7. Selectmen reviewed a cemetery deed for Gerald and Janet Robinson for four lots in the Village Cemetery. It was signed by the Board of Selectmen and returned to the Clerk.
8. The 2005 equalization ratio has come back from the NH Department of Revenue Administration. It came in at 97.5% and the COD was 5.5. Assessor Scott Marsh has reviewed the information and found it to be in line with his expectations.

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9. Jeanne Nygren has agreed to do the Budget Committee clerical at this point. This will help with her understanding of functions in the Selectmen's Office as well as fill a need within the Budget Committee.

APPOINTMENTS

At 7:00 pm Department Heads Richard Heselton and Neal Janvrin were present. Selectmen outlined that they would be receiving a copy of a memo as referenced above regarding meetings.

Heselton said he had some repair work done on the old tractor trailer and Engine 3 and a battery box replaced. The grant application for digital portable radios come out, and the Fire Department is working on that. It looks like they will get approximately 80% of the radios they need for department membership. There will be two available for POV's with members having to sign, understanding they are town property.

Vickie Murdock came into the meeting at 7:00 pm.

Heselton said they are revising and making additional landing zones for the helicopters. Janvrin said that Two Way Communications has a set of lights that can be used to set up a landing zone (and for flares in the roadway). Janvrin is going to purchase a set. Heselton said that they notify DHART and Boston Med Flight of the landing zone charts. There are six landing zones in total.

Gates asked Chief Heselton if he was now all set on the letter sent out last week regarding the study committee and combining of the fire and rescue. Heselton said he was.

Janvrin said that he had looked into a speed board, and there is still grant money available up to \$6,000. There are three or four units out there, the newer ones have the disk in them giving a printout with date, time, and speed of vehicles. This would allow it to be used as a data collection system as well. He has asked two vendors for pricing information, knowing that the budget request time period is running short.

There was discussion about trucking on Beede Hill Road and speed complaints. Janvrin is still having directed patrols during the times of highest complaint levels.

Murdock said she attended a training on Monday at the Local Government Center. She said that the Town needs to have an Emergency Preparedness Plan. To do that, she needs inventory of all fire, rescue, highway, and police equipment. It would also include outside resources available to the Town, so that there is a consolidated list of them.

Janvrin said he has just taken the NIMS class and some other online classes. The NIMS training is required of all emergency responders in order to be compliant with federal grant funding. Murdock said she is working on setting up a class and it will be open to all emergency responders. NIMS is required of all personnel and departments for any area eligible to receive federal grant monies.

Murdock said that the town would be "on their own" for the first 24 to 72 hours of a widescale emergency. Janvrin added that the Emergency Managers job is much like incident command and be able to identify and locate resources; and have a plan in action. Murdock said the plan was to be used as a guide to all available resources.

She said the Town is not eligible for emergency management grants without having an emergency preparedness plan in place.

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She said she wanted to attend an upcoming training from which she would get a lot of organization skills. The cost for the weekend is \$150 and she has this in her training budget.

She had what she felt was a petty issue, in that the printer in the emergency management office is being used by someone else. She said that the past two cartridges of black ink have been used by someone doing fax and copy work. She said she has taken the cartridge out and locked it up for the time being.

She asked for Janvrin and Heselton to attend a couple of meetings for the departments to start working on the emergency management plan. Both were amenable to helping with the project.

The department heads left the meeting at 7:30 pm.

At 7:30 pm Carol Locke and Charles Fuller met with the Selectmen to discuss land on Main Street. Mr Fuller said he is a registered professional engineer in Massachusetts and presented a copy of his resume. He outlined all of his professional background for the Board. He presented a letter he sent to Don Dollard recently regarding Ms Locke's property (03-034) located on Main Street.

Fuller outlined what he believes happened with the deeding out of other lots on Main Street adjacent to Locke's. He said Ms Locke and her husband were not aware of any problems when they bought their property. Fuller contends that the measurements used on Locke's lot yield only .73 acres and not the 1.00 acres shown on the tax map.

Cordes asked some questions about whether or not Fuller or Locke had talked to the neighbor or reviewed their deeds. They answered no.

Cordes indicated that tax maps are not always perfect, but the way to adjust them is to have a survey done by a NH Licensed Surveyor, or to make a boundary line agreement with the neighbor.

Kyle Murdock came into the meeting at 7:35 pm.

Selectmen indicated that taxes (in terms of a refund) could only be looked at for the current year. Abatements are done on an annual basis only.

Locke had no idea when her lot was created. In terms of the lot line being in dispute, Selectmen indicated that was a civil matter, but reiterated that the Town could adjust its records only with a survey, done by a NH Licensed Surveyor.

Cordes said that once they have a surveyor do a survey, that Ms Locke could certainly apply for an abatement for 2005. If there is a discrepancy between deeds, that is between the two land owners. Mr Fuller was questioning the Selectmen's acceptance of the map, as he was under the impression that this was a new map the town was considering. Selectmen indicated the map Fuller presented was a copy of the Town's existing tax map, which has not changed for these lots on Main Street in many years.

Fuller said that he could not find any driven property markers. Ms Locke said she had not talked to the neighbor, but that she would consider doing that. She did not have a copy of the neighbor's deed and did not know what it said.

Fuller proposed that the Town hire Don Dollard to do the work because he said that Locke has been overcharged for many years. Fuller said they have made several trips to the Rockingham County Registry. He said he had not done deed research all the way back with regard to Locke's or the abutters deeds.

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Cordes suggested that they continue to do deed research and engage a surveyor on their own, if they wanted the Town to make changes to the tax map and assessing records. Locke said she would talk to the O'Keefe's (next door abutter) and will get back to the Board with any further updates.

Fuller left his resume with Selectmen and a copy of the Dollard letter, along with an enlarged copy of the town tax map. Fuller and Locke left the meeting at 7:50 pm.

At that time, Kyle Murdock met with the Selectmen. Selectmen updated him on the emergency preparedness planning discussion from earlier. They also indicated that there had been some updated landing zone information.

Murdock provided some updates about having met with the rescue membership, and he had received the Board's letter of last week. Murdock thought that there were two things he was going to follow up on.

The first was the points and LOSAP budgets. At a prior meeting, Selectmen suggested moving funding from LOSAP into the Points Plan and make points worth a bit more money. (This was in response to the rescue squad voting to lower the amount of LOSAP for different levels of training.) The membership thought this was a good idea. They still wanted to keep the LOSAP down to the newly recommended figures. Ultimately the individual calls are what the response is needed for. Of the potential roster, Kyle estimated that 10 members were in attendance at the last meeting. He indicated there are approximately 14 active members. There was just a general discussion on this, agreeable if the Selectmen wanted to make that part of the budget.

Murdock said that the LOSAP needs to be amended and resubmitted to the Selectmen, as well as put something in writing to the Board about allocating budget dollars for 2006. The budget information is needed as soon as possible.

Murdock also was going to talk to members about formalizing as a town department and what that would mean. Murdock said he explained this may not necessarily change anything, but more so acknowledges what has already been accepted practice (in terms of the running of the department, equipment, budgets, etc). Murdock said that if it was correct that there is a statute that allows for appointment of the department head, election by the voters of the Town or election by voters of the rescue membership, and the Selectmen have the option to choose any of those three methods; the rescue membership body would like to have the rescue membership continue to choose the leader (election by the members). They want to have a voice in their leadership and be able to change it if it is not working.

Murdock said the members present took two votes. The first was what is the recommendation they wanted to make with regard to nomination/election of their leadership. If it is possible they wanted to leave it as it currently exists with members electing the president.

The second vote, if that is not an option, is that the membership could see some benefits of an appointed department head. They felt that appointment of the leadership would not be their first choice. Murdock said that overall, both votes were unanimous in that the members would want everything to stay the same.

Murdock said he and the membership understood that ultimately it was the Selectmen's decision.

Murdock said that If the body is going to get behind something and support it, that they wanted their wishes to be respected, in that the appointment would go ahead with no changes in leadership for the first year (from what currently exists).

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Murdock told the group that the Selectmen do appointments in March, and that there is a review period annually. Murdock said that the election of officers within the rescue squad is done by secret ballot.

Cordes said he appreciated Murdock taking this to the membership about these issues.

Murdock said that there are some members of the Fire Department who are taking some medical training, and indicated that rescue membership at this point would be very concerned if someone like that, not deeply involved in rescue, were to be appointed the leader of the rescue squad.

Murdock said that this could be a liability issue for the Town if people get medical training and do not use it appropriately. He asked about the Town providing medical training and what is then expected of them. He questioned why the Town would pay for medical training for someone who is not going to join the rescue squad, get licensed, and use those skills for medical assistance.

At 8:15pm Brande McLean and Keith Stanton came into the Board's meeting.

If the departments were combined, they would be licensed as one. Murdock thought the way to get the liability issue solved is to get people licensed. He related other comparison training issues to the Board. He discussed the type, cost, and need for training.

Murdock will submit the remaining budget information and left the meeting at 8:20 pm due to the next appointment being present.

McLean came before the Board to introduce herself and let the Board know she is running for the State representative (Rockingham District 9) position. McLean came to ask the Board for their support and wanted to know what she can do to help the Town if she is elected. There is a candidate running from Epping. She said she is here to help the Town.

Cordes said that many of the issues the Board has dealt with representatives on specific bills and information as they arise. Cordes said that much of the educational process comes from the NH Local Government Center, and that as issues pertain to Fremont.

She said this is not a whim on her part, and has been to Concord numerous times to review and study the process. She said she has been training herself for this seat. She said she would be running against Pennington Brown. She said that she had a lot of support in the Town of Epping. Cordes said that the Board has generally not taken a position on candidates. McLean asked for the Board to support her in her candidacy. Bolduc said that if the Board were to take a position that he would want to meet with the other candidate as well.

Cordes said that he would simply reiterate the information that McLean had presented to them and that she wanted to represent Fremont. McLean said that Dan Itse and Ron Nowe had pledged their support to her. McLean she was here to support the Town and the Selectmen and represent the Town's views. She said she knew what she was getting into and that it would be a "labor of love." She acknowledged that it was indeed a commitment on her part. She said she wants to maintain communication as well.

McLean said she had been to meet with the Board of Selectmen in Epping as well. Selectmen said they do often send letters to legislators regarding issues which pertain to Fremont.

McLean thanked the Board for their time and input. She left the meeting at 8:30 pm and Cordes walked her out.

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Keith Stanton stopped into the meeting to discuss the SB2 article that his wife had submitted to the Town Clerk last week, and be sure there were no problems with it. Carlson consulted the statute and indicated that the wording was not exact, but that it appeared the petition had virtually the same wording that had been used in 2005, which was OK. Carlson said she would send it to the Town's attorney for review and get back to Stanton if there is a problem.

Stanton said he had read in the Board's meeting minutes from July that they had written a letter to state representatives regarding SB 2. The minutes and record were consulted and that letter actually referred to SB 11 (eleven), dealing with the telephone tax exemption. The letter was available for review, and Selectmen explained their thoughts on that matter to Stanton.

Stanton then said he wanted to talk to the Selectmen briefly about Birch Haven. He drew a rough sketch of the road as he believes it appears on the Town's tax map, showing perhaps some frontage to the Brown property that had never been shown before. Selectmen said that tax maps are not always perfect, and that deeds would be referred to in the situation where someone might try and use that for frontage for a lot or road. It is unknown what survey work has been done in this area beyond the individual house lots.

Stanton left the meeting at approximately 9:00 pm.

Selectmen further discussed the Town Clerk's budget. Carlson indicated that the Clerk was looking for the Board to recommend her full salary request, and is planning to meet with the Budget Committee, probably at their meeting of January 24th. Holmes said she was also considering removing her salary from the budget and putting in a separate warrant article to address it at Town Meeting.

The Selectmen made a final recommendation on the Town Clerk's salary of \$32,700; consistent with prior discussions, to include annual and sick leave time. This recommendation is based on a 1/3 increase in open hours/time worked. They recommended the Deputy wages as requested at a total amount of \$16,200. With regard to the Deputy's position, Selectmen said that a step increase would need to be dependent on a performance evaluation and an indication that there had been an increase in job training (to meet the criteria for part-time personnel receiving a step raise). Selectmen drafted and signed a memo to Lori Holmes with this information.

Selectmen went through the most recently updated draft of the 2006 Town Meeting Warrant. The Board discussed articles for which no recommendation had yet been made. This included:

Police utility vehicle: Net tax impact is \$23,806. Selectmen further discussed the vehicle as not being within the normal cruiser rotation and that it would likely have an 8-12 year life in that limited-use capacity. The Board decided to recommend this article.

OHRV Patrol equipment: Net tax rate impact is \$0. The Board decided to recommend this article.

Public Health Mosquito Control Program: Proposals for the service are \$30,000 and \$48,000 from two local vendors. Selectmen feel the people need to have the opportunity to vote on it. The warrant article is placed in at the low proposal number of \$30,000. The Board decided to recommend it to allow the voters the opportunity to decide on it.

Community Services Council of NH: Selectmen discussed whether there are other social service agencies performing the same service, and there are not. This is primarily a referral service. Members decided to recommend the \$1,000; again to allow the voters the opportunity to vote on it.

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Article 1 on the warrant is for election of officers and 2 and 3 are zoning changes. Article 4 will be the SB 2 petition as this goes on the written ballot. The money articles will begin at 5 as it stands based on submissions to date.

At 9:50 pm motion was made by Bolduc and seconded by Gates to enter non-public session to discuss a legal matter pursuant to NH RSA 91-A 3 II (e). The vote was unanimously approved 3-0.

At 10:00 pm motion was made by Gates to return to public session. Bolduc seconded and the vote was unanimously approved 3-0. No decisions were made.

NEXT WEEK

The Budget Committee meets at 7:00 pm on Tuesday January 17, 2006.

The next regular Board meeting will be held on Thursday January 19, 2006 at 6:00 pm. Board members were updated that the meeting next week includes a public hearing for the fee schedule changes and acceptance of the taser grant for the Police Department.

With no further business to legally come before the Board, motion was made by Bolduc and seconded by Gates to adjourn the meeting at 10:10 pm. The vote was unanimously approved 3-0.

Respectfully submitted,

Heidi Carlson
Town Administrator